

North Carolina Cooperative Extension Secretaries Association - NED
2001 Spring Meeting

April 27, 2001

The Spring meeting of Northeast District NCCESA was held on April 27, 2001 in the Pitt County Office, Greenville. Attendance was as follows:

Beaufort: Pam Allen, Gladys Barnes, Barbara Campbell
Bertie: Rosanna Rhea
Chowan: Ginny Ashley, Denise Bunch, Betty Cox, Shelia Russell
Currituck: MarySue Wright-Baker, Donna Keene
Dare: Donna Hanusik
Gates: Edna Williams
Hertford: Melanie Chevalier, Jackie Jernigan
Hyde: Gennie Williams
Martin: Shelia Ange, Lori Wynne, Brenda Gardner
Northampton: Jean Sigmon
Perquimans: Risha Foreman
Pitt: Pat Braswell, Carol Ann Hardee, Carolyn Carson
Tyrrell: Gene Reynolds, Antonina (Nancy) McGowan
Washington: Janet Hardison, Wanda Williams

Special Guests:

- Dr. Russell King, Northeast District Director
- Ray Kimsey, Director of Extension Administrative & Technology Services
- Rhonda Conlon, Specialist, Technology Training and Development

The meeting was called to order by Melanie Chevalier, President. Jean Sigmon was called on to give an opening devotion/thought for the day-- "Remember When" and "Dirt Roads."

Dr. King brought remarks to us and shared an excerpt from a book called "First Break All the Rules." He informed us that it is possible that we, very possibly, are looking at losing some EPA and SPA positions due to the 7% cut. He answered some questions regarding the budget situation.

Denise Bunch, Secretary, did roll call. Jean Sigmon made a motion to dispense with the reading of the minutes as they were posted to the web site previously. Gene Reynolds seconded the motion and it passed.

Donna Keene, Treasurer, handed out a copy of the latest report. Our current balance is \$5,155.78.

COMMITTEE REPORTS

- Professional Improvement:

- Shelia Ange distributed a handout that included ideas for professional improvement; a resource list; and application for NCCESA Professional Improvement Scholarship.
- Membership:
 - Carol Ann Hardee reported that as far as she knows we have 100 percent membership. Will check on Rhonda McCullen from Camden.
- Rules and By-Laws:
 - Risha Foreman informed that Teresa Story--who was unable to attend--had no report at this time.
- Public Relations:
 - Lori Wynne--no report at this time.
- Finance:
 - Donna Keene--no report at this time.
- Nominating:
 - Ginny Ashley--no report at this time.
- Reflections:
 - MarySue Wright-Baker reported that a camera and book had been bought to try to get this process underway.

SPEAKERS

- MarySue introduced our speakers, Ray Kimsey and Rhonda Conlon. Ray gave an overview of the IT staff and spoke about the 14 new NT systems that will be installed as soon as the software comes in. Rhonda gave those who are expecting the new systems some pointers regarding getting geared up for the systems (clean out files, rename and keep simple, use .wpd, .txt., .jpg, etc.). They opened the floor for questions.

OLD BUSINESS

- Date of fall meeting - After discussion, Mary Sue made a motion that we install officers in the Spring instead of in the Fall. Carol Ann seconded the motion and it passed. This means current officers will serve an extra six months.
- Book of Maps: Thanks for everyone for working on their county map. Please be sure one book per county goes back today.
- Staff Senate: 6 Extension secretaries are currently holding positions. Please consider this if given the chance to serve.

NEW BUSINESS

- SEANC: Melanie gave us general information on this (State Employees Association of NC). This group "rallies" for us in regards to salaries, health care, retirement system, etc.
- Herter-O'Neal Scholarship: deadline April 1. SW District has it this year in the rotation.
- State Office Eligibility List: deadline May 1. Need names of those who have served as District Officers.
- State Newsletter Articles: deadline June 1. Jean Sigmon reported that we first need a District newsletter. Lori Wynne will get information together to send, if we all will send in items to her. Please have info to Lori by May 16.

BREAK

Carol Ann introduced "Mitch and Friends" who were responsible for preparing and serving our wonderful lunch. Mitch welcomed us to Pitt County and gave the invocation.

LUNCH

Pat Braswell introduced Alexis Scott, FCE Agent from Pitt County, who presented a program for us on Professional Image. We especially liked the "don'ts"!

NEW BUSINESS CONTINUED

- Executive Board Award Nominations: deadline August 1. Nomination form on website.
- State Office Nominations - deadline August 1. Information available on website. Everyone will probably get an e-mail on it.
- NCCESA Professional Improvement Scholarship: deadline August 1. See handout from Shelia Ange--application included.
- Horn of Plenty: August 10 in Fayetteville. Our association has been asked to serve dessert (pie or cobbler and ice cream). Melanie will be attending.
- NCCESA State Meeting: September 27 & 28, Campus hosting. Held at the Sheraton Capitol City Hotel.
- Secretary of the Year Award: Jean Sigmon gave us information on this. Carol Ann Hardee made a suggestion that we turn this over to the Professional Improvement Committee and let them come up with the particulars and bring it back to our next meeting.
- Host for Fall Meeting: Tyrrell County. They will let us know the details as soon as available.
- Plaque for Linda McClintock - Hold until next meeting and present it to her then.

Meeting adjourned.